

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

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**ADP BULLETIN**

Title Negotiated Net Amount/Drug Medi-Cal Contract Unexpended Federal and State General Funds		Issue Date: 3-13-00 Expiration Date: Until Notified	Issue No. 00-07
Deputy Director Approval (signed by) GLORIA J. MERK, II Program Operations Division	Function: <input type="checkbox"/> Information Management <input type="checkbox"/> Quality Assurance <input type="checkbox"/> Service Delivery <input checked="" type="checkbox"/> Fiscal <input type="checkbox"/> Administration	Supersedes Bulletin/ADP Letter No. 99-09	

PURPOSE

This bulletin is being sent for information and budget purposes to each California County Alcohol and Drug Program Administrator to request notification of their county's estimated unexpended federal and state general funds (SGF) to be redirected from Fiscal Year (FY) 1999-00 to FY 2000-01.

DISCUSSION

Pursuant to Health and Safety Code Sections 11758.12 (e), (f), (g) and (h), federal funds savings (exclusive of Center for Substance Abuse Treatment (CSAT)), Center for Substance Abuse Prevention (CSAP) grants and unspent SGF shall be treated as follows:

- The county shall notify the state by April 1, 2000 of any estimated unspent federal funds and any unexpended/retained SGFs that are to be redirected to the county's contract for FY 2000-01.
- Federal funds savings shall be included in FY 2000-01 contract subject to the approval of the State and the State Legislature.
- Federal funds savings from FY 1999-00 not identified for redirection by April 1, 2000 shall be returned to the State as part of the settlement of the annual cost report.

Please complete and sign the enclosed form, "Request to Transfer and/or Retain Unexpended Funds" (ADP Form 8015), and return to the Department of Alcohol and Drug Programs (ADP) via mail, Contracts Management Branch, 1700 K Street, Fourth Floor, Sacramento, CA 95814 or FAX (916) 323-0653, Attention: Deborah Gregory.

It is imperative that counties identify all FY 1999-00 federal funds savings and unexpended/retained SGFs to be redirected to FY 2000-01. (Note: Since April 1 is on a non-business day, the forms are due to ADP by Monday, April 3, 2000.) Revisions received after due date will not be considered.

The following are changes to Request to Transfer and/or Retain Unexpended Funds (ADP Form 8015):

Additions

- **Unspent California Treatment Outcome Project (CalTOP)**

CalTOP is a SGF one-time reappropriation. CalTOP is a cooperative federal, state, county, and provider strategy to develop and test an outcome measurement system that measures standardized client assessment and service needs, records service utilization, assesses treatment outcomes and client satisfaction, and determines cost offsets in other health and social services system. Any savings must be budgeted in Service Code 08 (Cost Efficiencies).

- **Unspent regular and perinatal SGF DMC**

Regular and perinatal SGF DMC were allocated to counties providing DMC services. Any unspent regular or perinatal SGF DMC must be entered on Line 20 "Unspent SGF DMC identified to be returned to ADP", columns B and C respectively. These funds are identified for DMC services only and cannot be retained in the county's budget.

Please note that fiscal policy issues concerning these funds are being discussed with the Department, the Fiscal Workgroup, and CADPAAC. Therefore, the data you provide is critical and will assist the Department and counties in the policy discussions.

To retain unspent regular SGF and/or perinatal SGF ongoing increases in the county's budget for use in FY 2000-01, the unexpended amount must be noted on the form on Line 15, "Unspent SGF ongoing retained in NNA", columns B and C. These funds must also be identified in the final FY 1999-00 single NNA contract budget or the NNA portion of the final FY 1999-00 combined NNA and DMC contract budget as Cost Efficiencies (Service Code 08).

If SAPT block grant discretionary funds are being transferred over to FY 2000-01, ensure that the Prevention Set-Aside requirement has been met for the current fiscal year, or identify the amount of your Prevention Set-Aside funds that will be transferred.

Unexpended federal funds identified to transfer will be removed from the county's allocation. Counties must amend their final FY 1999-00 contract budgets to reflect the revised allocations. Federal funds will be reallocated in the next fiscal year after approval by the Legislature.

Drug Court-Related Substance Abuse Treatment (DC-RSAT) SAPT funds were allocated by ADP specifically to provide alcohol and drug treatment services in Project Years (PYs) 1997-98, 1998-99, and 1999-00. The PYs timeline starts on March 1 and ends on February 28 or 29 of each PY, depending on the calendar year. Only funds from PY 1999-00 can be transferred on April 1, 2000.

California Mentor Initiative (CMI) funds are derived from the Safe and Drug-Free Schools and Communities grant and have been made available to counties through an Application for Funding process. Grant awards are one-time and may be expended over a twenty-four month period. Counties receiving a CMI award in FY 1999-00, which are eligible to transfer funds into FY 2000-01, must identify their CMI transfer by April 1, 2000.

Note: ADP will mail the final contract budget amendment diskettes to counties in late March. The final amendment proposals are due by close of business on May 1, 2000.

REFERENCES

FY 1999-00 Contract Boilerplate, Article III, Section H (2) (a) through (g).

QUESTIONS/MAINTENANCE

Questions concerning NNA Contract Unexpended Federal and SGF can be directed to your County Contract Analyst or the Contracts Management Branch at (916) 322-6643.

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EXHIBITS

[Request to Transfer and/or Retain Unexpended Funds \(ADP Form 8015\)](#)

DISTRIBUTION

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County Fiscal Contacts
Wagerman Associates, Inc.